

# GETTING STARTED

This Getting Started guide provides basic instructions on how to successfully navigate and use the BLOOMBERG PROFESSIONAL® service. We recommend the essential function codes listed below.

Enter  
GO

Remember, press  after each command to run the function.

## Getting Started

<b>MAIN</b>	Main menu
<b>PDFU</b>	Set personal defaults
<b>BIO</b>	Manage your personal profile
<b>BLP</b>	Bloomberg Launchpad™
<b>FAVE</b>	Bookmark your favorite functions
<b>SECF</b>	Security finder
<b>DES*</b>	Security description
<b>EIS</b>	List of exchange products
<b>MAG</b>	<i>Bloomberg Markets</i> magazine
<b>EASY</b>	Essential tips and shortcuts
<b>MOBILE</b>	Bloomberg mobile products

## Training and Resources

<b>BREP</b>	Sales and installation representatives
<b>HELP PAGE</b>	Press <b>&lt;HELP&gt;</b> to access Help page
<b>HELP DESK</b>	Press <b>&lt;HELP&gt;&lt;HELP&gt;</b> to contact Help Desk
<b>CHEA</b>	Cheat sheet directory
<b>BU</b>	Bloomberg University (training resources)

## News You Can Use

<b>N</b>	News on Bloomberg
<b>NSE</b>	News Search Engine
<b>RES</b>	Research reports
<b>BRIEF</b>	<i>Bloomberg Brief</i> newsletters
<b>FIRS</b>	Bloomberg First Word news stories
<b>LIVE</b>	Live broadcasts and interviews
<b>SALT</b>	Suggested real-time and daily news alerts
<b>BKMK</b>	Manage news and research stories
<b>NLRT</b>	Manage news alerts
<b>NRR</b>	News Readership Rankings

## Communication Tools

<b>MSG</b>	Message System function
<b>MSGM</b>	Message System main menu
<b>MGU</b>	Message Defaults
<b>MSGH</b>	Message System enhancements
<b>IBH</b>	Instant Bloomberg® enhancements
<b>BVLT</b>	Bloomberg Vault message archiving
<b>MEMO</b>	Create, store, and search personal memos
<b>TAGS</b>	Manage Message System shortcut buttons
<b>PFM</b>	Personal File Manager for Message System
<b>SPDL</b>	Address book of your contacts
<b>PEOP</b>	People Search

## World Monitors

<b>WEI</b>	World Equity Indices
<b>WEIF</b>	World Equity Index Futures
<b>WB</b>	World Government Bonds
<b>WBF</b>	World Bond Futures
<b>WIR</b>	World Interest Rate Futures
<b>WCDS</b>	World CDS Pricing
<b>WCRS</b>	World Currency Ranker
<b>CMDS</b>	U.S. soft/hard commodity markets
<b>BTMM</b>	U.S. Treasury and money markets monitor

## The Economy

<b>N ECO</b>	TOP economic news
<b>ECO</b>	Economic calendars
<b>ECFC</b>	Economic forecasts
<b>ECOF</b>	Economic indicators
<b>ECST</b>	World Economic Statistics
<b>CENB</b>	Central Banks

## Equity Markets

<b>N STK</b>	TOP stock news
<b>EQS</b>	Equity Screening
<b>EVTS</b>	Events and earnings calendar
<b>MA</b>	Mergers and acquisitions
<b>MMAP</b>	Analyze and chart global markets
<b>AQR*</b>	Average Quote Recap
<b>MGMT*</b>	Company management profiles
<b>FA*</b>	Financial history of companies or indices
<b>EEO*</b>	Earnings projections
<b>RV*</b>	Peer group relative value analysis

## Credit Markets

<b>N BON</b>	TOP bond news
<b>FICM</b>	Fixed Income Credit Monitor
<b>GC</b>	Graph Curves
<b>NIM</b>	New Issue Monitor
<b>RATC</b>	Company credit rating revisions
<b>IMGR</b>	Inventory from RUNZ and message mining
<b>YAS*</b>	Yield and spread analysis
<b>TFLO</b>	TRACE Market Flow
<b>BVAL*</b>	Snapshot of Bloomberg Valuation prices
<b>FIGH*</b>	Hedge Calculator
<b>FIPX*</b>	Live Quotes
<b>FIRV*</b>	Relative Value and comparables

FRANKFURT +49 69 9204 1210 HONG KONG +852 2977 6000 LONDON +44 20 7330 7500 NEW YORK +1 212 318 2000 SAN FRANCISCO +1 415 912 2960 SÃO PAULO +55 11 3048 4500 SINGAPORE +65 6212 1000 SYDNEY +612 9777 8600 TOKYO +81 3 3201 8900  Press the **<HELP>** key twice for instant live assistance.

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## Emerging Markets

<b>N EM</b>	Emerging markets news
<b>EMG</b>	Emerging Markets Gateway
<b>EMMV</b>	Emerging Markets: Market View
<b>EMEQ</b>	Emerging markets equity indices
<b>EMMR</b>	Emerging Markets Money Rates
<b>ISLM</b>	Islamic finance

## Municipal Markets

<b>MSRC</b>	Municipal bond search
<b>SMUN</b>	Municipal issuer screening
<b>CDRA</b>	Municipal fixed rate calendar
<b>SPLY</b>	Municipal bond visible supply
<b>MNPL</b>	Municipal key news
<b>TDH*</b>	Trade disclosure history
<b>PICK</b>	Municipal bond offerings/trades

## Funds

<b>N FUND</b>	TOP fund news
<b>FL</b>	Fund ticker lookup
<b>FSRC</b>	Fund search
<b>FLNG</b>	13F filing summaries
<b>FUND</b>	Funds and portfolio holdings
<b>HFND</b>	Hedge fund home page
<b>FREP*</b>	Fund performance reports

## Commodity Markets

<b>N CMD</b>	TOP commodities news
<b>FDM</b>	Commodity fundamental data
<b>CPLY</b>	Commodity playbook overview
<b>NATG</b>	Natural gas markets
<b>COAL</b>	Coal markets
<b>VOLT</b>	Electricity markets and statistics
<b>ENVR</b>	Emissions/green markets
<b>OIL</b>	Oil markets
<b>BMAP</b>	Bloomberg maps

## Foreign Exchange Markets

<b>N FX</b>	TOP foreign exchange news
<b>XDSH</b>	FX dashboard
<b>FRD</b>	Calculate spot and forward rates
<b>FXDV</b>	FX derivatives menu
<b>FXC</b>	Currency rates matrix
<b>FXIP</b>	FX Information Portal
<b>FXFC</b>	Composite FX forecasts

## Interest Rate Derivatives

<b>IRDD</b>	List interest rate derivative deals
<b>USSW</b>	U.S. Govt, swap, and agency monitor
<b>SWPM</b>	Manage interest rate swaps and derivatives
<b>ICVS</b>	Custom interest rate swap curves
<b>FWCM</b>	Forward curve matrix
<b>OIS</b>	OIS resource center
<b>VCUB</b>	Swaption volatility cube

## Credit Default Swaps

<b>CDS</b>	Analyze single name credit default swaps
<b>GCDS</b>	Analyze and chart credit default swaps
<b>CMOV</b>	World credit default swap biggest movers
<b>CDSW*</b>	Create and value credit default swaps
<b>SOVR</b>	Monitor CDS rates for sovereigns
<b>QCDS</b>	Quick CDS calculator

## Mortgage Markets

<b>MDF</b>	Mortgage defaults
<b>CPD*</b>	CMO and ABS paydown information
<b>SYT*</b>	Mortgage price, yield, and spread analysis
<b>SYTH*</b>	Historical prepayment, default, and severities
<b>SPA*</b>	Structure Paydown Analysis
<b>OAS1*</b>	Option-adjusted spread analysis
<b>CLC*</b>	Collateral composition
<b>CLP*</b>	Collateral performance
<b>MTCS*</b>	Mortgage credit support

## Charts

<b>TDEF</b>	Set chart and technical study defaults
<b>CHAR</b>	Charts home page
<b>G</b>	Create custom charts from templates
<b>ALRT</b>	Manage custom alerts

## Portfolio Management

<b>PRTU</b>	Create and manage portfolios
<b>PORT</b>	Portfolio Risk & Analytics
<b>PREP</b>	Portfolio reports
<b>PORT HP</b>	Historical portfolio analysis
<b>PORT CH</b>	Portfolio Characteristics
<b>BSA</b>	Portfolio P&L and horizon reports
<b>BBU</b>	Portfolio Upload
<b>BPRA</b>	Portfolios analytics info page

## Electronic Trading

<b>FIT</b>	Stage, monitor, execute, and allocate trades
<b>EMSX</b>	Execution management system
<b>BTRD</b>	Bloomberg Tradebook home page
<b>FXGO</b>	FX electronic trading
<b>BOOM</b>	Search money market offerings

## Order Management

<b>OMS</b>	Bloomberg order management systems
<b>AIM</b>	Asset and Investment Manager
<b>TOMS</b>	Trade Order Management System
<b>SSEOMS</b>	Sell-side Execution and Order Management

## Data Solutions

<b>DAPI</b>	Excel data and calculations
<b>WAPI</b>	API developer's help site
<b>DLIN</b>	Data licensing
<b>BVLI</b>	BVAL info
<b>REG</b>	Third-party vendor documentation
<b>XLTP</b>	Excel template library

\* Denotes a security-specific function.